

**Minutes of the July 26, 2008, Meeting  
of the Board of Directors of  
Camp Ridgecrest Alumni & Friends, Inc.**

The meeting was called to order at 11:15am on Saturday, July 26, 2008, at the Ridgecrest Conference Center, Rhododendron Meeting Room 4, by Adam Underwood, Chairman, who presided. Following the opening prayer Matthew Fowler, Secretary, called roll. Those in attendance were: Jim Berry, Martha Jo Berry, Philip Berry, Matthew Brown, Dr. Dick Burts, Kenny Byrd, Steve Cothran, Jacob Driggers, Matthew Fowler, Dr. Michael Guisti, Adam Hewitt, Hal Hill, Frank Johnson, Beth Olson, Ernie Roberts, Ron Springs, Doug Trotter, and Adam Underwood. Jackson Norton attended as President. Matthew Fowler presented the minutes of February 9, 2008, Board of Directors meeting which were approved.

**Officer Reports**

There was no Chairman's Report except to welcome everyone to the Ridgecrest 80<sup>th</sup> Alumni Reunion weekend. Special thanks were extended to Frank Johnson, Adam Hewitt, and Jackson Norton for their tireless efforts in planning and organizing the various activities of the reunion weekend.

There was no Vice-Chairman's Report.

Jacob Driggers deferred to Jackson Norton for the Treasurer's Report. Jackson gave a general financial review and provided a P&L statement through July 22, 2008, for information. Board members discussed several items on the P & L statement. Jackson indicated that additional contributions have been coming in since Thursday night as Alumni begin to arrive. A quick tally shows that approximately Twenty Thousand (\$20,000.00) has been raised so far this weekend. The vast majority of these funds are being designated toward the "Crazy Eights Campaign" whereby the Association hopes to raise Eighty Thousand (\$80,000.00) Dollars by December 31, 2008, to fund various projects on Camp's "wish list" which includes: the purchase of risers and sound system additions in the Chapel and reimburse Camp for its recent expenditures related to the construction of the stone fireplace at the pavilion, and the renovation and additions at the front gate/welcome house. Jackson also stressed that Camp's fiscal year ends September 30 and while the Association will certainly welcome contributions through the end of the calendar year toward the "Crazy Eights Campaign," it will be very beneficial to Camp if we can raise and transfer the majority of our target amount to Camp prior to the end of its fiscal year. Finally, Jackson presented as information that he has worked with our accounting firm to make a Three Thousand (\$3,000.00) Dollar adjustment to our balance sheet to correct an accounting issue related to the receipt of credit card donations through the Alumni website.

There was no Secretary's report except to thank Philip Berry for taking minutes of the February 9, 2008, Board Meeting in Matthew Fowler's absence.

Jackson Norton presented the President's report. Jackson extended thanks to all those who attended his "Farewell Dinner" at Madison's last evening. Jackson indicated that it had been an honor and a privilege to serve this Association for the past eleven years and that he looks forward to remaining active in the activities of the Association. Jackson expressed his willingness to continue to work with the Alumni Association to locate a qualified replacement over the next few months. The Board expressed its gratitude to Jackson for his years of faithful service to Ridgecrest and the Alumni Association.

### **Committee Reports**

There was no Fundraising Committee Report.

There was no Chapel Committee Report.

Frank Johnson presented the Special Events Committee Report. Frank reported that the 80<sup>th</sup> reunion activities are in full swing. The decade social gatherings were well attended last night. Frank reminded the Board that the Chapel dedication service will be at 5:00pm this evening to be followed by the alumni banquet in Rhododendron Auditorium beginning at 7:00pm. Frank concluded his report by reminding the Board that a date will need to be set for the Annual Fall Work Weekend.

There was no Webmaster's Report. Frank did announce that the Association is currently looking for someone willing to assume the duties of maintaining the website. The website has proved to be a very useful tool in keeping Alumni informed with the activities of Camp and the Association.

There were no other committee reports.

Hal Hill presented a Lifeway and Camp Glorieta Report. Hal brought greetings from Byron Hill (Lifeway Director of Conference Centers) and Jerry Rhyne (Chief Financial Officer and Vice President of the finance and business services divisions of Lifeway). Hal indicated that both Byron and Jerry wish they could be here this weekend to join us in the celebration of Camp's 80<sup>th</sup> summer. Hal also brought greetings from Glorieta Conference Center and Glorieta Summer Camps. Hal states that P.K. Snead will be here for the weekend's activities and that Robert and Becky Suggs send their regards. Glorieta Summer Camps welcomed forty-eight campers this summer for a one week starter camp week and a one two-week regular camp session. Hal is hoping this number will double next summer. Hal asked that we remember Glorieta in our prayers as they try to provide a Christian camping experience to kids in the western part of the United States. Hal also reported that he is planning and hoping for an infusion of capital into the Boys and Girls Camps here at Ridgecrest over the next two summers. These funds will be primarily used to update camper housing facilities at the two Camps as well as new and updated administrative space. Construction efforts will begin on the Crestridge campus this off-season and on the Ridgecrest campus the following off-season. Hal indicated that

the first phase will probably include the construction of two new cabins on the Shawnee and Choctaw hills this off-season. The Board expressed its support of renovation of the cabins. Hal indicated that there may be opportunities for volunteer work crews to assist in the demolition and renovation efforts. Hal did stress that timing will be crucial in organizing any volunteer efforts since the cabins will need to be ready for occupancy by early May of each year. Renovations will include a general update of the interior of the cabins as well as an external “face-lift” to include the possible utilization of “hardy board planks/T one eleven materials”. Camp administration do not have an idea of the cost associated with the renovation efforts as of yet, since bids are currently out and have not returned. There will be naming opportunities for the cabins based on various levels of giving and efforts will be made to ensure the documentation and preservation of the names/dates/ranks that adorn the walls of the existing cabins. This documentation and preservation may include photographic documentation as well as the possibility of preserving several 4 x 4 sections of each cabin and including those sections some way into the new construction.

Ron Springs presented the Camp Ridgecrest Report. Ron indicated that Camp was enjoying a great summer so far and reported this has been another banner year for enrollment and camper weeks. Both Camps have again been blessed with excellent and dedicated staffs. Ron reported that this year several former camps were not able to return simply because the sessions filled up so quickly. Camp administration is considering having a “returning camper early registration period” in mid August to allow campers to register prior to traditional “open registration” period to help alleviate this issue. Ron thanked the Board again for its efforts in finishing the Chapel. He indicated it has been a wonderful addition to Camp and has provided a special place for worship on Sundays. The basement area has been up-fitted and now serves as the home for the crafts and weightlifting skills. Finally, Ron reported that Camp is placing renewed emphasis on scholarship fundraising efforts. For the past several years, Camp has provided over Eighty Thousand (\$80,000.00) Dollars each year in scholarships to deserving campers. However, Camp is only receiving approximately Forty Thousand (\$40,000.00) Dollars annually designated to funding these scholarships. The Board expressed its continued commitment to assisting Camp is raising the necessary funds to continue this worthwhile endeavor.

There were no other reports.

### **Old Business**

The Board briefly discussed the progress of the “Crazy Eights Campaign” as earlier presented in the President’s report. The Board reviewed Camp’s “Wish List” to determine what projects had/had not been started and/or completed. Jackson emphasized that while Camp continues to accomplish some of the needs on their list, the Association has made the commitment to use the proceeds for the Campaign to either fully-fund or reimbursement Camp for their expenditures associated with these projects. Steve Cothran suggested that the table listed as needed for the Chapel may be constructed from

materials from the old cabins. The Board thought this was an excellent idea and Camp administration will also look at other ways whereby the old cabin materials may be used in a similar fashion.

As discussed the in the past July and February Board meetings, the Board continued discussions centered on its efforts to identify a successor to the role of President since Jackson will be stepping down on December 31, 2008. Adam Underwood presented a list of duties provided by Jackson prior to the meeting outlining his current duties and responsibilities as President. The list of duties and responsibilities currently be provided and overseen by the President includes:

- 1) Maintain database of alumni and member demographics;
- 2) Process all contributions to the Association, including deposits and receipt acknowledgment;
- 3) Plan and execute all BODs meetings, conference calls, and Annual Members' meetings;
- 4) Work with Officers, Executive Committee, and Committee Chairmen to ensure appropriate resources are available for completion of respective position and tasks (subject to individual officers, committee, and chairman involvement);
- 5) Print and mail all correspondence, including ECHOs;
- 6) Work with Camp Ridgecrest for the financing and implementation of work-weekends;
- 7) Solicit funds from Alumni, especially at end of calendar year;
- 8) Manage the Association's investments (subject to Treasurer's involvement);
- 9) Create and implement annual budget (subject to Treasurer's involvement);
- 10) Ensure compliance of IRS guidelines, including filing of tax forms (subject to Treasurer's involvement);
- 11) Maintain corporate books, including meeting minutes, Bylaws, reports, receipts, etc. (subject to Secretary's involvement);
- 12) Work with advisers of the Association, specifically the Association's accountants and lawyers;
- 13) Serve as a liaison between Camp Ridgecrest, LifeWay, and the association;
- 14) Serve as a liaison between the association and vendors (printers, caterers, postal service, etc.);
- 15) Pay all Association bills (subject to Treasurer's involvement);
- 16) Balance all Association accounts (subject to Treasurer's involvement);
- 17) Check mail frequently and handle all correspondence issues in a timely manner;
- 18) Serve as a liaison between association and Camp Crestridge Alumnae Association;
- 19) Help greet parents on Opening and Closing days and solicit membership and contributions;
- 20) Prepare reports to the BODs about the general progress of the alumni association, sometimes including financial statistics (subject to Treasurer's involvement);
- 21) Ensure corporate compliance of the Secretary of State, including submission of annual forms and report (subject to Secretary's involvement);
- 22) Manage website content (subject to Committee Chairman involvement);
- 24) Back-up digital data to ensure no loss;

25) Anything else that the BODs or Camp needs, wants, or expects from the President of the Alumni Association.

Following lengthy discussion regarding current organizational structure and possible changes, a motion was made by Kenny Byrd and seconded by Steve Cothran that a Search and Leadership Structure Committee be formed to research and recommend individuals willing to serve as President of the Association as well as make recommendations regarding the restructuring and/or redistribution of the duties of the President as well as the other officers of the Board of Directors and that a recommendation be brought back to this body at a special called meeting of the Board in October on a date and time to be determined at the Second Board of Directors Meeting tomorrow. Following brief discussion, the motion passed unanimously.

Adam Underwood announced that the existing Executive Committee of the Board, to include, Matthew Fowler as Secretary, will serve as members of the Search and Leadership Structure Committee and will report and provide recommendation to the Board at the special-called meeting of the Board in October. The members of the existing Executive Committee are as follows: Adam Underwood, Matthew Brown, Jacob Driggers and Jackson Norton. The Board expressed its support of this group and looked forward to receiving the committee's report in October.

There was no other old business.

### **New Business**

Frank Johnson, indicated that Steve Little has digitized his 1970's period recording of the "Ratman Story" and it can be downloaded to the Alumni website for members to listen.

Adam Underwood clarified that the clock presented to Jackson Norton in appreciation for his years of service as President of the Alumni Association was a gift from the Board of Directors.

Jackson Norton reminded the Board that it must nominate a slate of Alumni members to replace the outgoing Board members. The Board discussed eligibility requirements for serving on the Board. Following a discussion of eligible Alumni members who have expressed interest in serving, a slate was determined. Adam Underwood made a motion, seconded by Matthew Brown, that the following slate of names: Steve Cothran, Dr. Mike Guisti, Ernie Roberts, Dr. Alan Sanders, Phil Brown, Jackson Norton, Mariam Zimmerman and Hewlett Sullivan be submitted to the general membership of the Alumni Association for consideration and approval. The motion passed unanimously.

### **Discussion for the Betterment of the Association**

Frank reminded the Board that Alan Sanders is hosting an Alumni cookout at the Ridgecrest staff house for all those interested. The cookout will begin immediately following the adjournment of this meeting.

Jackson encouraged everyone to attend the annual Camp Ridgecrest Alumni & Friends General Members meeting at 2:00pm tomorrow (July 27, 2008) as well as the second Board of Directors Meeting to begin immediately following the General Members meeting. Both meetings will be held at the Ridgecrest Pavilion.

### **Adjournment**

There being no other issues to discuss, it was moved and seconded that the meeting adjourn. The motion for adjournment passed unanimously.